



STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL

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Carson City, Nevada 89701-4717

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Chief of Staff

Position Announcement
Bureau of Government Affairs
Government and Natural Resources Division

POSITION TITLE: Senior Deputy Attorney General

DUTY STATION: Carson City, Nevada

APPROXIMATE SALARY: \$96,402.96 – \$106,904.00 (Employee/Employer)
\$85,407.24 – \$ 94,711.00 (Employer Paid)

POSITION STATUS: Exempt (FLSA); serves at the will of the Attorney General; employment with the Attorney General's office is contingent upon completion of NCIC/NCJIS, and a fingerprint criminal history check.

POSITION SUMMARY: This position serves as Senior Deputy Attorney General in the Bureau of Government Affairs, Government and Natural Resources (GNR) Division of the Attorney General's Carson City office. This position falls under the direct supervision of the Chief of the GNR Division, and includes supervision over attorneys in the GNR Division, as well as providing legal services and representation to the Nevada State Engineer and the Division of Water Resources.

In addition to supervisory and administrative responsibilities, the Senior Deputy Attorney General will be expected to assume responsibility for representation of the State Engineer and the Division of Water Resources (DWR). Primary responsibilities include providing legal services, day-to-day advice, representation, handling complex litigation including appeals to the Nevada Supreme Court and the U.S. Court of Appeals for the Ninth Circuit. This position will also require a willingness to mentor other attorneys within the GNR Division.

POSITION CHARACTERISTICS: This position involves a combination of administrative, regulatory and litigation-related tasks. The person chosen for this position will have excellent legal and communication skills and experience, and leadership, management and organization skills. This position requires an ability to interpret and analyze the Nevada water code and a variety of State and federal statutes

and regulations, and apply those statutes in both regulatory and litigation environments. Candidates are expected to perform with a high degree of skill, responsibility, self-motivation and possess superior legal research, writing and advocacy skills. The successful applicant will have a fully-developed public speaking ability, and knowledge of State and federal court procedures. Candidates must have excellent communication, time management, and interpersonal skills. As a member of GNR's leadership team, this position will also include review of the work of deputies and mentoring of less experienced deputies.

Overnight travel may be required in connection with conferences, working groups, discovery, hearings, trial preparation, training, trials outside the Carson City/Las Vegas area and, at times outside of Nevada.

QUALIFICATIONS

MINIMUM EDUCATION AND BACKGROUND: Graduation from an accredited four year college or university and graduation from an accredited law school. Candidates should have a minimum of 3 years as a Deputy Attorney General; or 4 or more years as a licensed and practicing attorney with 1 year as a Deputy Attorney General; or 7 or more years as a licensed and practicing attorney. The successful applicant must have a working knowledge of Nevada statutes, particularly the application of water law, and the Nevada rules of evidence, local court rules and Nevada appellate procedure. Candidates must be admitted to the Bar of the State of Nevada and be eligible to practice law before all courts, federal and state, in the State of Nevada and the Ninth Circuit Court of Appeals.

KNOWLEDGE REQUIRED: This position requires superior organization and leadership skills, knowledge of water and administrative law, the rules of civil procedure and evidence for the federal and state courts in Nevada, and the ability to analyze complex legal issues. This position also requires knowledge of computer word processing applications, particularly as related to the performance of legal research and writing and use of Westlaw and Word applications. This position further requires knowledge of the rules and canons of ethics applicable to the practice of law.

SKILLS REQUIRED: Superior legal skills are important. Supervisory skills are also important. Candidates must possess skill in effective legal writing and oral communication, effective trial and/or appellate advocacy and presentation of legal and evidentiary matters, superior analytical ability regarding complex legal issues relating to water law, constitutional law, federal and state statutory law, and federal and state common law, and skill in the analysis of these laws in establishing strategies for litigating disputes arising under them. Required skills also include planning and management of an active case load and providing assistance to deputies with whom the incumbent will be working as a team on assigned cases. Incumbents will be expected to contribute effectively to the accomplishments of goals, objectives, and activities of the Office. Candidates must be highly professional, well-organized, self-motivated, punctual and prompt, and must possess leadership abilities and skills.

PHYSICAL DEMANDS: This position requires the requisite mobility to work in a typical office setting and proficiency with the use of standard office equipment. This position requires a working knowledge of Westlaw and Word, and typing skills sufficient for

independent document production. This position requires travel to client offices, facilities, institutions, and the federal and state courts in various parts of Nevada and the nation. This position also requires vision capable of reading extensive printed materials and material on a standard size computer screen, and unimpaired hearing and speech sufficient to clearly and effectively communicate in person and telephonically from various venues and locations. Candidates must be able to speak in a clear and understandable manner, and to hear and respond to questions posed.

This announcement lists some of the major duties and requirements of the position, but is not all-inclusive of the duties and requirements of the positions. The candidate is expected to perform additional job-related duties and may be required to have or develop additional specific job-related knowledge and skills.

Interested candidates should e-mail his or her cover letter and resume no later than close of business on **September 9, 2013.** Interviews will be conducted **September 11 and 12, 2013.**

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